

Please provide the following information, and submit to the NOAA DM Plan Repository.

Reference to Master DM Plan (if applicable)

As stated in Section IV, Requirement 1.3, DM Plans may be hierarchical. If this DM Plan inherits provisions from a higher-level DM Plan already submitted to the Repository, then this more-specific Plan only needs to provide information that differs from what was provided in the Master DM Plan.

URL of higher-level DM Plan (if any) as submitted to DM Plan Repository:

1. General Description of Data to be Managed**1.1. Name of the Data, data collection Project, or data-producing Program:**

National Marine Mammal Health and Stranding Response Database

1.2. Summary description of the data:

Develops policies and regulations to conserve marine mammals by implementing the requirements and provisions of the Marine Mammal Protection Act and to protect sea turtles under the Endangered Species Act. The MMHSRP national database is a web-based centralized database application that collects marine mammal strandings Level A data and rehab disposition in the U.S .

1.3. Is this a one-time data collection, or an ongoing series of measurements?

Ongoing series of measurements

1.4. Actual or planned temporal coverage of the data:

1972 to Present

1.5. Actual or planned geographic coverage of the data:

W: -84, E: -63, N: 48, S: 24

East Coast (Maine to Florida)

W: -99, E: -81, N: 30, S: 24

Gulf of Mexico

W: -130, E: -114, N: 49, S: 32

West Coast (Washington to California)

W: -180, E: -141, N: 73, S: 52

Alaska

W: -162, E: -152, N: 23, S: 17

Hawaii

W: -67.456, E: -65.2587, N: 18.719, S: 17.7696

Puerto Rico

W: 144.4757080078, E: 145.1293945313, N: 13.7473889243, S: 13.1490269713

Guam

W: -170.9088134766, E: -170.5187988281, N: -14.1445657272, S: -14.4080798352

American Samoa

W: 145.373840332, E: 146.0275268555, N: 15.3689498965, S: 14.7748825065

Northern Mariana Islands

W: -65.0280761719, E: -64.51171875, N: 17.9891826646, S: 17

U.S. Virgin Islands

1.6. Type(s) of data:

(e.g., digital numeric data, imagery, photographs, video, audio, database, tabular data, etc.)

Document (digital)

1.7. Data collection method(s):

(e.g., satellite, airplane, unmanned aerial system, radar, weather station, moored buoy, research vessel, autonomous underwater vehicle, animal tagging, manual surveys, enforcement activities, numerical model, etc.)

Instrument: Not Applicable

Platform: Not Applicable

Physical Collection / Fishing Gear: Not Applicable

1.8. If data are from a NOAA Observing System of Record, indicate name of system:

1.8.1. If data are from another observing system, please specify:

2. Point of Contact for this Data Management Plan (author or maintainer)

2.1. Name:

Angela Collins-Payne

2.2. Title:

Metadata Contact

2.3. Affiliation or facility:

NMFS Office Of Protected Resources

2.4. E-mail address:

Angela.Collins-Payne@noaa.gov

2.5. Phone number:

301-427-8438

3. Responsible Party for Data Management

Program Managers, or their designee, shall be responsible for assuring the proper management of the data produced by their Program. Please indicate the responsible party below.

3.1. Name:

Teri Rowles

3.2. Title:

Data Steward

4. Resources*Programs must identify resources within their own budget for managing the data they produce.***4.1. Have resources for management of these data been identified?**

Yes

4.2. Approximate percentage of the budget for these data devoted to data management (specify percentage or "unknown"):

Unknown

5. Data Lineage and Quality*NOAA has issued Information Quality Guidelines for ensuring and maximizing the quality, objectivity, utility, and integrity of information which it disseminates.***5.1. Processing workflow of the data from collection or acquisition to making it publicly accessible***(describe or provide URL of description):*

Lineage Statement:

Marine Mammal Stranding Report: Level A and Rehab Disposition forms are used by stranding networks to collect marine mammal data. Instructions for collecting the data can be found at OPR website: <http://www.nmfs.noaa.gov/pr/health/publications.htm> To respond to marine mammal strandings, volunteer stranding networks were established in all coastal states and are authorized through Letters of Authority from the NMFS regional offices. Through a National Coordinator and regional coordinators, NMFS oversees, coordinates, and authorizes these activities, access to the database as well as provides training to personnel.

5.1.1. If data at different stages of the workflow, or products derived from these data, are subject to a separate data management plan, provide reference to other plan:

5.2. Quality control procedures employed (describe or provide URL of description):

Standardization of Data Types:

Standardization of data types maximizes capability, interoperability, quality, usability, and interchangeability such as date, numeric and alpha numeric formats.

Table Design and Naming Conventions:

Implementation of standard naming conventions for data sets, files, databases, programs, documents, templates as set by NMFS OCIO and websites

as provided by NOAA NMFS CIO policies

Normalization of Databases:

Implementation of normalization practices to database design that map objects within table structure as well as referential integrity for improving database performance and accessibility directed by NMFS OCIO standards and policies

Data Validation Standards & Procedures:

Data validation standards between related entities and logical semantics through data attributes and relational tables that implement primary (candidate) and secondary (foreign) keys are reviewed by NMFS OCIO to ensure that it is in the NMFS CIO guidelines of database design procedures.

Change Management Controls (Tracking Changes).

Program and document changes are tracked using an open-source revision control system called Subversion within the NMFS CIO. NOAA NMFS OCIO provide forms, templates and guidance for their configuration management process.

Data Categorization Collection via 3rd Party:

Categorization of Level A data confidence according to the four confidence levels before validation by NMFS Regional Stranding Coordinators list below:

Unconfirmed – Low: Data is reported via a phone message or a verbal or written report received from an unknown individual (PUBLIC). The report typically lacks significant information such as initial date, species id with supportive description, specific location, reporting party information and condition (may not even include determination of live or dead). The information has not been confirmed by follow-up interview or corroborated by subsequent reports.

Confirmed – Minimum: Data collected is a phone message, verbal or written report received from an individual without marine mammal background or stranding investigation training. The report has been confirmed by follow-up interview, with the original reporting party, to confirm the event took place, including: initial date of discovery; a description of the animal (leading to possible identification of genera or species); detailed location data sufficient for response to the scene if needed; descriptive details regarding level of decomposition, physical injuries and approximate size; and information on disposition if available.

Confirmed – Medium: Data collected has been confirmed by a visual exam (external) conducted by a respondent familiar with marine mammals common to the area. For example, Marine Mammal Level A data may be incomplete or contain estimates of length, weight, etc., but key information such as initial date, location, condition, species id, or physical description and notes on injuries observed are included.

Confirmed – High: Data collected has been confirmed by a trained individual who has conducted a detailed examination. For example, Marine Mammal Level A data are

complete and contain accurate measurements and justifications for any conclusions regarding causes of stranding. If human interaction is implicated there is sufficient evidence of the interaction to warrant a definite conclusion (i.e., dependent upon the interaction this may necessitate internal exam). Results of necropsy exam, photos, etc may accompany the report. Records of any samples collected are included with the report.

6. Data Documentation

The EDMC Data Documentation Procedural Directive requires that NOAA data be well documented, specifies the use of ISO 19115 and related standards for documentation of new data, and provides links to resources and tools for metadata creation and validation.

6.1. Does metadata comply with EDMC Data Documentation directive?

Yes

6.1.1. If metadata are non-existent or non-compliant, please explain:

6.2. Name of organization or facility providing metadata hosting:

NMFS Office of Science and Technology

6.2.1. If service is needed for metadata hosting, please indicate:

6.3. URL of metadata folder or data catalog, if known:

<https://inport.nmfs.noaa.gov/inport/item/10588>

6.4. Process for producing and maintaining metadata

(describe or provide URL of description):

Metadata produced and maintained in accordance with the NMFS Data Documentation Procedural Directive: <https://inport.nmfs.noaa.gov/inport/downloads/data-documentation-procedural-directive.pdf>

7. Data Access

NAO 212-15 states that access to environmental data may only be restricted when distribution is explicitly limited by law, regulation, policy (such as those applicable to personally identifiable information or protected critical infrastructure information or proprietary trade information) or by security requirements. The EDMC Data Access Procedural Directive contains specific guidance, recommends the use of open-standard, interoperable, non-proprietary web services, provides information about resources and tools to enable data access, and includes a Waiver to be submitted to justify any approach other than full, unrestricted public access.

7.1. Do these data comply with the Data Access directive?

No

7.1.1. If the data are not to be made available to the public at all, or with limitations, has a Waiver (Appendix A of Data Access directive) been filed?

No

7.1.2. If there are limitations to public data access, describe how data are protected from unauthorized access or disclosure:

Information describing how the marine mammal Level A and rehab disposition data is obtained and accessed is available at OPR public website: <http://www.nmfs.noaa.gov/pr/health/MMHSRP.html>

7.2. Name of organization of facility providing data access:

NMFS Office Of Protected Resources

7.2.1. If data hosting service is needed, please indicate:**7.2.2. URL of data access service, if known:**

<http://www.nmfs.noaa.gov/pr/pdfs/health/levela.pdf>

http://www.nmfs.noaa.gov/pr/pdfs/health/rehab_disposition.pdf

7.3. Data access methods or services offered:

The marine mammal Level A data and rehab disposition data collected for the MMHSR program contains information protected by the Marine Mammal Protection Act policies, guidance and regulations.

7.4. Approximate delay between data collection and dissemination:

24 hours

7.4.1. If delay is longer than latency of automated processing, indicate under what authority data access is delayed:

Marine Mammal Protection Act , TITLE IV—Marine Mammal Health and Stranding Response, Section 402. Determination; Data Collection and Dissemination

8. Data Preservation and Protection

The NOAA Procedure for Scientific Records Appraisal and Archive Approval describes how to identify, appraise and decide what scientific records are to be preserved in a NOAA archive.

8.1. Actual or planned long-term data archive location:

(Specify NCEI-MD, NCEI-CO, NCEI-NC, NCEI-MS, World Data Center (WDC) facility, Other, To Be Determined, Unable to Archive, or No Archiving Intended)

To Be Determined

8.1.1. If World Data Center or Other, specify:**8.1.2. If To Be Determined, Unable to Archive or No Archiving Intended, explain:**

Unknown at this time

8.2. Data storage facility prior to being sent to an archive facility (if any):

NMFS Office Of The Chief Information Office - Silver Spring,MD, MD

8.3. Approximate delay between data collection and submission to an archive facility:

Unknown

8.4. How will the data be protected from accidental or malicious modification or deletion prior to receipt by the archive?

Discuss data back-up, disaster recovery/contingency planning, and off-site data storage relevant to the data collection

The NMFS OCIO is responsible for the IT security and contingency plan for the marine mammal data stored in the database systems. The NOAA NMFS OCIO establishes procedures and policies required for the recovery and restoration of data destroyed or loss.

9. Additional Line Office or Staff Office Questions

Line and Staff Offices may extend this template by inserting additional questions in this section.